

**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE
ACTION**

Agenda Item Number: 3

Meeting Date: December 8, 2014

Attachments: X Yes No

CITY COUNCIL ACTION

Date: December 15, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Engan Associates, P.A. Contract Amendment

Recommended Action: Adopt Resolution Amending Engan Associates, P.A. \$44,000 Contract to include bid document print /reproduction costs.

Background/Summary:

Request letter is attached.

Alternatives: N/A

Financial Considerations: \$798.67

Preparer: City Clerk-Treasurer

Signature:

Comments:



November 6, 2014

Kevin Halliday
City of Willmar
333 6th St SW
Willmar, MN 56201

Re: Willmar City Auditorium, Willmar MN #296.15

Dear Kevin,

This letter is a request to add \$798.67 to our contract to pay the cost for printing and reproductions of the bid documents to be used by contractors to bid the project.

The specific statement of providing reproductions of bid documents for contractor to use for bidding was not covered in the contract and is typically a reimbursable service if provided by the architect.

The amount we are asking for is limited to the following.

Specification Manual Pages:	3,612 pages	x	\$0.10	=	\$361.20
Full Size Plan Pages:	308 pages	x	\$1.00	=	\$308.00
CD copies of bid documents:	16 CDs	x	\$5.00	=	\$80.00
Shipping of Bid Documents:				=	\$39.65
Shipping of Addendum:				=	\$9.82

To provide these services by others would have been more expensive and added time to the bidding process.

Plans were sent directly to contractors as well as out to many builders exchanges allowing many bidders to review the documents. The benefit to the City is that there was contact with many bidders, so the pricing that was submitted had a great opportunity to be cost effective.

These services are direct costs that were unknown until the bid process was completed.

Engan Associates PA has provided excellent service during the design, bidding, and construction administration services during this project. These services have been beneficial to the project. The competitive bid system has allowed the City to purchase construction at a lowest cost options.

We would appreciate the approval of the reproduction costs for issuing plans to bidders. This is the only anticipated additional to our contract.

Respectfully,

Andrew Bjur, AIA
AB/jjt

EXHIBIT 3

COMPENSATION

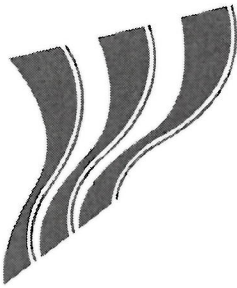
Subject to the limitations set forth in this Exhibit, CITY will compensate CONSULTANT in accordance with the schedule of fees below for the time spent in performance of services under this Contract, provided that under no circumstances shall CONSULTANT's total charges to CITY, including expenses, exceed \$ 44,000.00 ("maximum price"), unless such charges in excess of the maximum price are authorized in writing by the Willmar City Administrator before they are incurred by CITY.

CITY will make periodic payments to CONSULTANT upon billing at intervals not more often than monthly at the rates specified in the schedule of project fees included herein, provided that no bill/invoice submitted to CITY shall exceed a percentage of the maximum price equivalent to the percentage of the scope of services completed by CONSULTANT .

CITY shall be entitled to withhold five percent (5%) of the maximum price until such time as CONSULTANT has fully performed the scope of services detailed in Exhibit 1 to the satisfaction of the CITY'S City Clerk Treasurer.

Schedule of Project Fees

<u>Classification</u>	<u>Total Project Rate</u>
Design Development	\$16,000.00
Construction Documents	\$20,000.00
Bidding and Negotiating	\$2,500.00
Construction Administration	\$5,500.00



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE
ACTION**

Agenda Item Number: 4

Meeting Date: December 8, 2014

Attachments: X Yes No

CITY COUNCIL ACTION

Date: December 15, 2014

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: City Clerk-Treasurer

Agenda Item: Consideration of Change Order to the Willmar City Auditorium Remediation Contract with CornerStone of Willmar Inc.

Recommended Action: Introduce a Resolution Authorizing Change Order No. 2 in the Amount of \$3,200

Background/Summary:

During the abatement process it was noticed that the glass wall between the Gun Range staging room and the training room was unsecured mainly due to a design of having the glass wall held up by the hanging ceiling tees. This wobbly scenario resulted in a broken section of glass. The remedy of this design failure is to construct a soffit over the wall and secure the top aluminum mullion. This soffit will close off the ceiling space and stabilize the glass wall at a cost of \$3,200.00.

Alternatives:

Financial Considerations: \$3,200.00

Preparer: City Clerk-Treasurer

Signature:

Comments:

RESOLUTION NO. ____

BE IT RESOLVED by the City Council of the City of Willmar that the agreement with CornerStone of Willmar, Inc., of Willmar, Minnesota, for the Willmar Auditorium Renovation project, be amended with Change Order No. 2 as follows:

Construct a soffit over the glass wall and secure the top aluminum mullion, increasing the total project cost by \$3,200.

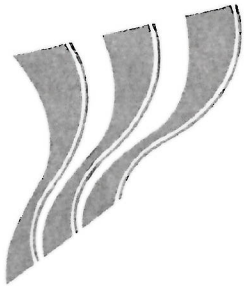
BE IT FURTHER RESOLVED that the Mayor and City Administrator be authorized to execute the necessary documents on behalf of the City for this Change Order No. 2.

Dated this 15th day of December, 2014.

MAYOR

Attest:

CITY CLERK-TREASURER



**CITY OF WILLMAR, MINNESOTA
REQUEST FOR COMMITTEE ACTION**

Agenda Item Number: _____

Meeting Date: 12/8/2014

Attachments: ☒ Yes ☐ No

CITY COUNCIL ACTION

Date:

☐ Approved ☐ Denied
☐ Amended ☐ Tabled
☐ Other

Originating Department: CER-Civic Center

Agenda Item: Water Heater/Locker Room Furnace Replacement

Recommended Action: Approve a transfer of funds from the 2013 Capital Budget to the 2014 CIP Budget to replace the Water Heater and Locker Room Furnace at the Civic Center.

We propose entering into an agreement with Magnuson Sheet Metal in the amount of \$18,225.00 and to use money budgeted in the 2013 CIP allocation to replace the cedar shakes at the Civic Center. We previously allocated \$19,000.00 from the \$60,000.00 budgeted in 2013 leaving about \$40,000 to complete this work. The cedar shake product will need to be revisited upon completion of the facility study.

Approve replacing the water heater at the Civic Center at a cost of \$15,500.00 and the Locker Room Furnace at a cost of \$2,725.00 from Magnuson Sheet Metal, INC. Rebates may reduce the cost by \$400-800.00.

Background/Summary: The water heater at the Civic Center recently went down and it is imperative to get this equipment replaced. The resources to cover this expense were not in the 2014 budget for the Civic Center, thus we are requesting to use unused 2013 Capital dollars to complete this work.

Alternatives: Chappell Central submitted a bid of \$33,136.00.

Financial Considerations: \$15,500.00 + \$2,725.00 Total\$18,225.00

Preparer: Steve Brisendine/Troy Ciernia

Signature:

Steve Brisendine

Comments:

Magnuson SHEET METAL, INC.

HEATING - AIR CONDITIONING - VENTILATING

Shop Phone (320) 222-HEAT (4328)

132-25th Street SE

Fax (320) 222-COOL (2665)

Willmar, MN 56201

Email: magnusonsheetmetal@gmail.com

PROPOSAL SHEET

Date December 2, 2014

Name: Willmar Civic Center
Address: 2707 Arena Drive
Willmar, MN 56201

Troy Ciernia

tciernia@willmarmn.gov

Ph: 235-1454

RE: Water Heater Replacement

Equipment:

- Lochinvar WHN399 Boiler, 399,000 BTU, 95% Efficient.
- LB31-40DWR Double Wall Plate Heat Exchanger.
- (2) Grundfoss pumps and flanges.
- Necessary piping and trim.

Installation:

- Remove and recycle the existing water heater.
- Mount boiler on the wall.
- Sealed combustion venting up the existing chimney.
- Labor, material, wiring, gas piping and controls included.
- Existing pump for the storage tank will remain.

Price: \$ 15,500.00

Centerpoint Rebates may apply.

Please contact me with any questions. Thank you for the opportunity to make this proposal.

Craig Aurand
Magnuson Sheet Metal
222-HEAT(4328)

Magnuson SHEET METAL, INC.

HEATING - AIR CONDITIONING - VENTILATING

Shop Phone (320) 222-HEAT (4328)

132-25th Street SE

Fax (320) 222-COOL (2665)

Willmar, MN 56201

Email: magnusonsheetmetal@gmail.com

PROPOSAL SHEET

Date December 2, 2014

Name: Willmar Civic Center
Address: 2707 Arena Drive
Willmar, MN 56201

Troy Ciernia
tciernia@willmarmn.gov
Ph: 235-1454

RE: Locker Room Furnace Replacement

Replace failed Furnace

Equipment:

- Bryant 925T Furnace, 100,000 BTU/Hr. , 96% Efficient.

Installation:

- Remove and Recycle the existing Furnace.
- Labor, Material, Wiring, Piping included.

Price: \$ 2,725.00

Centerpoint Gas Rebate: - \$400.00 (sent to you, not in price).

Please contact me with any questions.

Regards,
Craig Aurand
Magnuson Sheet Metal
222-HEAT(4328)



Chappell Central, Inc.

2101 Gorton Ave. NW PO Box 916 Willmar, MN 56201 320-235-2151

Fax: Commercial/Residential 320-235-8992 Manufacturing/Shop 320-235-8995 Office 320-235-5874
December 3, 2014 www.chappellcentral.com

Willmar Civic Ctr Arena
2707 Arena Avenue
Willmar, Mn 56201

Dear TROY:

This proposal is in regard to the replacement of your boiler for hot water heating. The following is a breakdown of the materials we are offering for your consideration for an HVAC system.

EQUIPMENT

Heating

Option1 (this would be the closest direct replacement) 3 week lead time plus factory start up

A. O. Smith Genesis 85% efficient hot water heater, Model GWH-750, 750,000btu's input, 1year parts, labor and 5 year heat exchanger

This appliance comes installed complete with the materials listed below for \$21,906.00.

Option2

(2) AO Smith 100 gallon 399,000btu Model BTR-399 natural draft Commercial water heater, 1 year parts, labor and 3 year tank warranty

This appliance comes installed complete with the materials listed below for \$29,791.00.

- Gas piping for hot water heater
- Electrical work as need to reconnect hot water heater
- Disposal/removal of old water heater
- Boiler venting (galv.) to existing stack
- Copper fittings as needed
- New draft inducer
- Reuse circulation pump
- Freight
- Plumbing permit
- Taxes and installation labor

Option3

(2) Lochinvar 96% efficient Condensing Commercial gas water heater, Model AWN286PM, 285,000btu's,
1 year parts, labor and 5 year heat exchanger warranty

This appliance comes installed complete with the materials listed below for \$34,791.00.

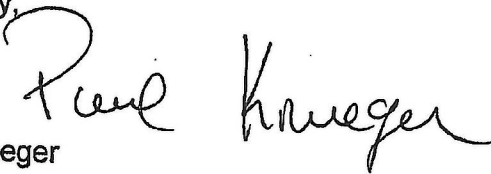
- Gas piping for hot water heaters
- Electrical work as need to connect hot water heaters
- Disposal/removal of old water heater
- Boiler venting (PVC) Thru existing stack and fresh air intake
- Copper fittings as needed
- Reuse circulation pump
- Condensate drains (PVC)
- Freight
- Plumbing permit
- Taxes and installation labor

A rebate from Center Point Energy of up to \$800.00

Thank you for the opportunity to offer this proposal.

Please contact me if I can be of additional assistance or for scheduling this installation.

Sincerely,



Paul Krueger



Chappell Central, Inc.

2101 Gorton Ave. NW PO Box 916 Willmar, MN 56201 320-235-2151
Fax: Commercial/Residential 320-235-8992 Manufacturing/Shop 320-235-8995 Office 320-235-5874
www.chappellcentral.com

December 3, 2014

Willmar Civic Center Arena
2707 Arena Avenue
Willmar, MN 56201

Dear Troy:

This proposal is in regard to the replacement of the locker room furnace. The following is a breakdown of the equipment and materials we are offering for your consideration.

EQUIPMENT

Heating

Payne/Carrier high efficiency single-stage gas furnace, model PG95SAS60100C. Heating capacity of 100,000 BTU and a seasonal efficiency rating of 95.5% AFUE with a multi-speed PSC blower motor and 4 way multipoise. One year labor, ten year parts and twenty year heat exchanger warranty. This system would be completed for the sum of \$3,345.00, less a \$300.00 rebate from Center Point Energy.

MATERIALS

Gas piping for furnace.
Thermostat (programmable).
Thermostat remote sensor.
Furnace vibration pads.
Furnace venting (PVC) back through roof.
Condensate drain materials.
Sheet metal.
Disposal of old furnace.
Taxes and installation labor.

Thank you for the opportunity to offer this proposal. Please contact me if I can be of additional assistance or for scheduling this installation.

Sincerely,

Paul Krueger

State Budget Forecast Projects \$372 Million Surplus

Although the budget appears to be healthy, the forecast report includes a few notes of caution.

(Published Dec 8, 2014)

The state will end the current fiscal year (FY) 2014-2015 biennium with a surplus of \$372.7 million as well as a \$183.3 million increase in the general fund budget reserve to \$994.3 million, according to the state's November 2014 Budget & Economic Forecast, released Dec. 4 by Minnesota Management & Budget (MMB).

The semi-annual state budget forecast provides budget estimates for the balance of the current fiscal year, and projections for the upcoming FY 2016-2017 biennium. Although this forecast will give the governor and lawmakers an early idea of the parameters of the state budget, the forecast released in February will be the final revenue and expenditure estimates used for the state's budget.

According to the November forecast, for the upcoming FY 2016-2017 biennium, the projected general fund surplus will grow to \$1.037 billion, which is based on revised revenue and expenditure estimates as well as an assumption that the million surplus from the current biennium is carried forward to the FY 2016-2017 biennium.

Points of caution

Although the state general fund budget appears to be healthy, there are a few items to observe with caution in the forecast. First, the surplus is less than 3 percent of biennial state revenues, and unforeseen future economic circumstances could quickly erode the projections.

In addition, the projections for the FY 2016-2017 biennium are based on a slightly weaker economic outlook for Minnesota and the nation, with gross domestic product growth estimates and wage growth projections softer than previous estimates. Finally, the forecast does not include inflation factors in the projections.

Despite these cautions, it is expected that many competing legislative proposals, such as increased K-12 and higher education funding and tax cuts, will be introduced in the 2015 legislative session.

FY 2014-2015 biennium

The November state budget forecast is based on the final FY 2014 revenues and expenditures and updated projections for the remainder of FY 2015, which ends on June 30, 2015. According to the forecast, final state general fund revenue and expenditures for FY 2014, combined with revised forecasts for FY 2015, have increased the projected state general fund balance for the current 2014-2015 biennium from \$32.2 million at the end of the 2014 legislative session to \$556 million. A new state law passed early in the 2014 legislative session directs that one-third, or \$183.4 million of this surplus, be deposited into the state's budget reserve, leaving a \$372.7 million positive budgetary balance for the remaining six months of the FY 2014-2015 biennium.

Revenues and expenditures

Tax revenues for the current biennium are now projected to be \$268.1 million higher than projected in last February's state budget forecast as adjusted for 2014 legislative actions. This increase is due to two main factors:

Stronger individual income tax collections, which are now expected to be \$289.1 million, or 1.5 percent, higher than previously forecast.

Sales tax collections are also slightly higher (up \$46.4 million).

However, corporate franchise tax collections are now expected to be \$72.2 million lower than previously forecast.

Expenditures for FY 2014-2015 are now projected to be \$249.5 million lower than previously forecast with the largest reduction, \$247.6 million, in the broad area of health and human services spending.

FY 2016-2017 biennium

The forecast for FY 2016-2017 is a set of revenue and expenditure projections largely based on current law. Although revenue estimates include projected growth, the expenditure projections, by law, only include changes due to enrollment and caseload changes. They do not include inflationary pressure on spending programs. According to the forecast, inflation would add roughly \$916 million to FY 2016-2017 expenditures.

Contact Gary Carlson

IGR Director

(651) 281-1255 or (800) 925-1122

gcarlson@lmc.org (*Link to: <mailto:gcarlson@lmc.org>*)

Contact Heather Corcoran

IGR Liaison

(651) 281-1256 or (800) 925-1122

hcorcoran@lmc.org (*Link to: <mailto:hcorcoran@lmc.org>*)